

DD/A 81-0082

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	MEMORANDUM FOR:	Director of Communications	
	·	Director of Data Processing	
	•	Director of Finance	
	# # # # # # # # # # # # # # # # # # #	Director of Information Services	
	and the second of the second	Director of Logistics	
		Director of Medical Services	
		Director of Security	
	8	Director of Training & Education	
•			
25X1	FROM:		
		Chief, Management Staff, DDA	
	SUBJECT:	Financial Guidance for FY 1981	25X
	SOBOBCI.	rinancial daldance for it 1901	23/
	 Attache 	d is a copy of Financial Guidance for FY 1981	
	issued by the Co	mptroller over the DDCI's signature.	25X
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	The fin	ancial guidance for 1981 is essentially the same	
	as in prior year	s. One additional requirement is contained in	
	paragraph 6 r	eprogramming of funds budgeted for	25X
25X1		requires prior concurrence of the	
	Comptroller.		
	2		
25X1	3.	and I are available to answer any	
	questions you ma	y have on this subject.	25X
	Attachment:		
	As Stated		

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COMPT 81-0001	
1 2 JAN 1981	
MEMORANDUM FOR: Deputy Director for Administration	•
FROM : Deputy Director of Central Intelligence	
SUBJECT : Financial Guidance for FY 1981	25X1
REFERENCES: A. Memo for DD's from Compt dtd 17 November 1980, Subject: Financial Guidance - FY 1982 Congressional Budget	
B. Memo for DD's from Compt dtd 22 December 1980, Subject: Revised Financial Guidance - FY 1982	
Congressional Budget	25X1
1. The Congress has completed action on our FY 1981 budget request, and adjustments have been made to selected activities and programs. The FY 1981 program levels for your directorate are as follows:	
Personal Services October 1980 Pay Act Nonpersonal Services Total Funds	2 <u>5</u> X1
Positions FTE: Full-time Temporary/Part-time Indigenous	25X1
These levels reflect final Congressional action on our FY 1981 budget request. Specific Congressional adjustments affecting your directorate are identified in Reference A. In addition, your part-time work-year level has been reduced by 10.0 due to an OMB cut.	25X1
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^{*} Summer Only, Co-ops, and Summer Intern categories are no longer included in FTE calculations.

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2. Reprogramming of FY 1981 funds will be subject to limitations prescribed in the following paragraphs. The "base" from which reprogramming will be judged is the data reflected in the 1981 column of the 1982 Congressional Budget. This data will become the operating budget (operating amount column) in the Financial Resources System (FRS). As in the past, you are expected to keep records and controls over your resources by major component and to continue to update project number (FAN) and subobject class data in FRS to facilitate review and monitoring throughout the year of the way in which resources are being used. 3. The personal services funds in your operating budget may be reprogrammed between components to meet projected needs. You may not, however, convert these funds to nonpersonal service object classes without prior approval of the Comptroller. October 1980 Pay Act funds are included in your operating amount in the FRS; however, as you know, Pay Act funds cannot be allotted until the appropriation is enacted and OMB has apportioned the funds. 4. In order to ensure compliance with 1981 Congressional action as well as standing Congressional directives regarding the reprogramming of funds, all proposed reprogramming actions and funding changes specified below must be submitted to the Comptroller. The DCI must approve all actions requiring Congressional notification or approval. Congressional notification and/or approval is required when reprogramming involves: any activity which is politically sensitive or which could potentially be embarrassing to the US;	
Formation, or a series of the	
any activity that has been specifically reduced by Congressional	
action;	
any proposed significant activity not specifically authorized	
by Congress;	
an increase of \$5 million or more in procurement or personal	
services costs;	
an increase in any R&D program or new procurement request of	
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an increase in any R&D program or new procurement request of \$2 million or more;	
an increase in any R&D program or new procurement request of \$2 million or more;any below-threshold action involving a new program that will	
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it necessary for us to pay particular attention to all significant funding changes. Accordingly, the following must be submitted to the

Comptroller for concurrence:

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-proposals to shift nonpersonal services funds in amounts

	of \$100,000 or more between major object classes or project numbers (FANS); and
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	7. As in the past, the Comptroller will meet monthly with the
	deputy directors to review the status of the Agency's financial and personnel resources and to take action to correct imbalances in resource needs. In preparation for scheduled Comptroller Meetings, the directorate will provide the Comptroller with an operating budget status report by the tenth work day of each month. The report shall contain: (1) component nonpersonal services commitments by subobject class and, as appropriate, purpose; (2) estimated directorate personal services requirements to yearend (by subobject class); (3) surplus funds or savings available for uses other than originally budgeted; (4) obligations and unobligated commitments on specific activities identified by the Comptroller prior to the monthly meetings; and (5) unfunded requirements in excess of \$100,000. Unfunded requirements should be described in a sentence or two and listed in rank order (highest priority first).
	8. After 31 July 1981, conversion of funds to Property Requisitioning Authority (PRA) or PRA to funds will be allowed only in exceptional circumstances that are personally requested by the appropriate deputy director.
	9. I commend you and your staff for efforts throughout FY 1980 to effectively address the Agency's tight fiscal situation. We successfully dealt with the top priority unfunded requirements, adhered to Congressional directed ceilings, and obligated funds on an effective and timely basis throughout the year. Because we are again faced with a tight budget in FY 1981, it is imperative that you, together with the Comptroller, continue to be forthright in identifying your resource needs.
	10. You are requested to furnish copies of this memorandum to subordinate components as necessary to ensure understanding and compliance.
	E. Droop & Cartana
	Frank C. Carlucci

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^{*} Commitments include only those items on which formal action has been initiated to incur obligations, but because of administrative/ procurement, contract processing, and or other delays, the obligations have not been recorded in the FRS.

COMPT 81-0001

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	e e e e e e e e e e e e e e e e e e e			12	JAN 1981	
	MEMORANDUM FOR: Dep	uty Director for	Administra	tion	V.	
	FROM : Dep	outy Director of	Central Int	elligence	·	
	'SUBJECT : Fin	ancial Guidance	for FY 1981			25X1
	REFERENCES : A.	Memo for DD's f Subject: Finan Budget	cial Guidar	ice - FY 1982	Congressional	
	₿.	Memo for DD's f Subject: Revis	rom Compt d ed Financia	ltd 22 Decemb 11 Guidance -	er 1980, FY 1982	
		Congressional B	udget		A TO	25X1
	request, and adjustm	ss has completed ments have been m 981 program level	ade to sele	cted activit	ies and	
	Nonperson	1980 Pay Act nal Services				25X1
	Tota	1 Funds	;			
	Positions FTE: Full-ti Tempora Indiger	ime ary/Part-time			• · · · · · · · · · · · · · · · · · · ·	25X1
	These levels reflect	t final Congressi	onal action	on our FY l	.981 budget	
	request. Specific (are identified in Re	Congressional adj	ustments at	ffecting your	directorate	
٠	level has been reduc					25X1
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. •	an increase in any R&D program or new pro	ocurement r	equest of	
	\$2 million or more;			
	any below-threshold action involving a ne	ew program	that will	
	result in significant follow-on costs; as		÷	
	the designated of appoint Compression	opol intoro	set.	
-	any item designated of special Congression	onar Threre	al•	

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6. In addition to the above, the austerity of our program makes

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